



JOHN SALOMONE
TOWN MANAGER

TOWN OF NEWINGTON

131 CEDAR STREET
NEWINGTON, CONNECTICUT 06111

CAREER OPPORTUNITY

POSITION: CLINICAL SERVICES COORDINATOR	PAY: \$52,000 - \$57,000	CLASSIFICATION/ GRADE: A-7	EEOC Admin
LOCATION: Town Hall - Dept. of Human Services 131 Cedar Street	APPLY BY: 4:30 p.m. July 27, 2012	APPLY TO: Town Manager 131 Cedar Street Newington, CT 06111	

OFFICIAL TOWN OF NEWINGTON APPLICATION REQUIRED.
APPLICATIONS AVAILABLE AT THE TOWN MANAGER'S OFFICE OR WWW.NEWINGTONCT.GOV

POSITION SUMMARY

- Under the general supervision of the Director of Human Services provides direct clinical therapy and coordinates clinical services for the department. Some evening hours required.

ESSENTIAL FUNCTIONS

- Completes intakes and assigns cases to contractors, while providing consultation
- Assists Director in meeting the clinical and clinical case management needs of residents.
- Oversees Youth and Family Counseling program and provides individual, group and family counseling.
- Provides clinical consultation with department staff, contractors, other town departments regarding the mental health needs of residents of all ages.
- Provides clinical consultation to outside agencies as assigned by Director.
- Facilitates referrals to public and private community service agencies.
- Provides crisis intervention during regular business hours, after hours and weekends as needed.
- Determines eligibility fees and oversees billing and payment for the Youth & Family Counseling program.
- Serves as a positive liaison with schools, police, courts and other agencies and programs as delegated by Director.
- Develops and presents educational programs to the schools, other town departments and community at large.

REQUIRED KNOWLEDGE AND ABILITIES

- Commitment to excellence in customer service
- Strong skills & experience providing clinical therapy services to individuals, youth and families in a community setting.
- Strong knowledge of and experience with the principals and practices of all aspects of social work.
- Considerable knowledge of child and adolescent development and broad knowledge of working with all populations.
- Strong experience in the areas of family dysfunction, substance abuse, child development issues, school issues, divorce, abuse and neglect, mental health, eating disorders, self-esteem, developmental delays and special needs.
- Strong crisis intervention strategies with all age populations
- Strong working knowledge of clinical record keeping, as required by law.
- Familiarity with private and public community resources.
- Strong ability to establish effective interpersonal relationships with clientele, staff, agencies and community.
- Considerable ability to interact effectively with public officials, employees and the general public.
- Considerable ability to develop and implement programs and services based on community needs.
- Ability to remain calm, willing and able to provide crisis intervention under adverse conditions during and after hours.

MINIMUM QUALIFICATIONS

- Professional Connecticut license to practice clinical therapy.
- Master's Degree in Social Work or closely related field from an accredited college or university and a minimum of five (5) years of progressively responsible experience in a mental health or social service agency.
- Supervisory or consultation experience preferred.

SEE ATTACHED JOB DESCRIPTION FOR ADDITIONAL DETAILS AND REQUIREMENTS (SUBJECT TO CHANGE)

The Town of Newington is an Affirmative Action/Equal Opportunity Employer and does not discriminate on the basis of age, sex, race, color, religion, marital status, sexual preference, national origin, or disability.

Phone: (860) 665-8510 Fax: (860) 665-8507
townmanager@newingtonct.gov
www.newingtonct.gov